



County of San Diego

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DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
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Inspections are Changing!

Changes to the Housing Choice Voucher program allow us to perform inspections every other year. If your unit passes the Housing Quality Standards (HQS) inspection on the first appointment, it may qualify for a biennial inspection (every two years). Other rental assistance programs continue to require annual inspections.

HQS inspections will be completed by our contractor, Nan McKay & Associates Inspections. The inspection team will contact you to schedule a new lease inspection and give you an appointment window for the inspection.



Annual (or biennial) inspections are no longer tied to the annual eligibility paperwork cycle for the tenant. This means your unit will be inspected within 12 months (or 24 months in the case of a biennial inspection) of the last time it passed inspection and may not happen at the same time of the year.

These changes help us achieve administrative efficiencies, enhance consistency within our program, and will allow us to shift staffing resources to enhance key business areas. Stay tuned for information forthcoming on an upcoming launch of a Landlord Liaison Program.

Please use the inspection checklist on the reverse side to ensure your unit will pass inspection.

Abatements: The Ending, Reduction, or Lessening of Something

By definition, abatements are the ending, reduction, or lessening of something. In the Housing Choice Voucher program, and other rental assistance programs, *abatement* means the Housing Assistance Payment (HAP) will not be paid for a period of time. This happens when a unit fails inspection and the repairs that the owner is responsible for are not completed, inspected and passed by the deadline for correction. No payments are made during abatement periods.



Here's how it works: let's say your rental unit is inspected on March 23, and it fails for items that the owner is responsible for; a fail notice is issued and the owner has 28 days to make the repairs (by April 20), have the unit re-inspected, and pass inspection. If the unit does not pass inspection by April 20, the HAP will be abated and will stop on May 1. If the unit is re-inspected on May 4 and passes, the HAP will resume on May 4. The owner will not receive the HAP for May 1-3, and may not collect it from the tenant. In this example, if the unit passed inspection on or before April 20, the HAP payment would have continued as usual. For questions on this policy, please call (858) 694-8757.



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INSPECTION CHECKLIST

The unit where you plan to receive rental assistance is required to pass a Housing Quality Standards (HQS) inspection before payments will be made. A failed inspection will delay the start of payments or endanger the continuation of payments. Please use this checklist to make sure the unit will pass the inspection. If the unit passes the HQS inspection on the first appointment, it may qualify for a biennial inspection (every two years). Units that fail an inspection will be inspected the following year. Some rental assistance programs require annual inspections and are not eligible for biennial inspections.

The Housing Authority **will inspect** the following ten (10) areas for Housing Quality Standards (HQS) compliance:

- | | |
|--|--|
| <input type="checkbox"/> Living Room | <input type="checkbox"/> Building Exterior |
| <input type="checkbox"/> Kitchen | <input type="checkbox"/> Heating and Plumbing |
| <input type="checkbox"/> Bathroom(s) | <input type="checkbox"/> General Health and Safety |
| <input type="checkbox"/> Other Rooms Used for Living | <input type="checkbox"/> Garage |
| <input type="checkbox"/> Secondary Rooms | <input type="checkbox"/> Outbuildings |

PLEASE CHECK THESE CONDITIONS TO MAKE SURE YOUR UNIT WILL BE READY TO PASS INSPECTION

- | | |
|--|--|
| <input type="checkbox"/> All major utilities (electricity, gas, or water) must be turned on. | <input type="checkbox"/> All electrical outlets must have cover plates that are not cracked or broken. All three-prong outlets must be grounded or GFCI protected. No exposed light sockets missing bulbs. |
| <input type="checkbox"/> The cooking stove and oven must be clean and in working condition. All burner control knobs must be present.* | <input type="checkbox"/> There must be no missing, broken or badly cracked windows/window panes. |
| <input type="checkbox"/> The refrigerator must be clean and in working condition. Good door seals. | <input type="checkbox"/> The roof must not leak. |
| <input type="checkbox"/> The heating unit must be properly installed and vented and otherwise in good working order. Check with SDG&E to ensure the safety of the heating system. The heater must be operational at the time of inspection. | <input type="checkbox"/> The hot water tank for your unit must have a pressure relief valve and downward discharge pipe. Must be inspected. Please make sure to arrange access. PVC pipe is not approved. |
| <input type="checkbox"/> You must have hot and cold running water in the kitchen and bathroom(s). | <input type="checkbox"/> The carpet or linoleum must not have holes, tears, or loose seams. |
| <input type="checkbox"/> There must be a shower or bathtub that is in good working condition. | <input type="checkbox"/> Stairs and railings, inside and out, must be secure. A stairway of four or more stairs requires a railing. |
| <input type="checkbox"/> There must be a flush toilet that works and does not leak. | <input type="checkbox"/> There can be no mice, rats, or insect infestation. |
| <input type="checkbox"/> The bathroom must have a window or working ventilation fan. | <input type="checkbox"/> There MUST be a properly operating smoke detector on every level of the unit. |
| <input type="checkbox"/> There must be no plumbing leaks or plugged drains.* | <input type="checkbox"/> There must be no cracking, chipping, scaling, or loose paint anywhere inside or outside of the unit, especially if a child under the age of six resides or is expected to reside in the unit. |
| <input type="checkbox"/> All accessible outside doors and windows must have working locks. | <input type="checkbox"/> There must be no excessive debris in or around the unit, such as an accumulation of boxes, paper, trash, wood, tires, machine or auto parts, batteries, paint cans, or old appliances. Derelict vehicles must be removed from the premises. |
| <input type="checkbox"/> Unit must have at least one exit door without a double-keyed deadbolt lock. | <input type="checkbox"/> Security bars in ALL bedrooms must have a quick release device. |

***ALL ITEMS MUST BE REMOVED FROM THE OVEN AND UNDER KITCHEN AND BATHROOM SINKS
SO PIPES CAN BE THOROUGHLY INSPECTED!**

IMPORTANT SAFETY ISSUE: PLEASE SECURE ALL PETS DURING THE INSPECTION.